



City of Woodland

COMMUNITY DEVELOPMENT DEPARTMENT
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September 19, 2008

State of California
Department of Housing and Community Development
Housing Policy Development
1800 3rd Street
Sacramento, CA 95811-6942

HOUSING POLICY
DEVELOPMENT, HCD,
SEP 23 2008

SUBJECT: General Plan Annual Progress Report

Dear Department of Housing and Community Development:

Please find attached the City of Woodland's General Plan Annual Progress Report for the period of July 1, 2007 – June 30, 2008. The Annual Progress Report was reviewed by the Woodland City Council at its September 16, 2008 meeting and a copy of the Report will be submitted to the Governor's Office of Planning and Research.

Sincerely,

Dan Sokolow – Associate Planner
530-661-5927, Email dan.sokolow@cityofwoodland.org

Attachment

General Plan Annual Progress Report

General Plan/GP Annual Report 1Jul07 - 30Jun08 HCD Cover Ltr 19Sep08

GENERAL PLAN ANNUAL PROGRESS REPORT JULY 1, 2007 THROUGH JUNE 30, 2008

PURPOSE AND CONTENT OF REPORT

Section 65400(b) of the State of California Government Code requires planning agencies to provide an annual report to their legislative body, the Governor's Office of Planning and Research (OPR), and the State Department of Housing and Community Development (HCD) on the status of the General Plan and progress in its implementation. The four basic purposes of the annual report are as follows:

- To provide information to assess progress on implementation of the general plan in accordance with the stated goals, policies and implementation measures.
- To provide information to identify necessary course adjustments or modifications to the general plan as a means to improve implementation.
- To provide a clear correlation between land use decisions made during the reporting period, and the goals, policies and implementation measures in the general plan.
- To provide information regarding local agency progress in meeting its share of regional housing needs and local efforts to remove governmental constraints to the development of housing.

This report covers the period from July 1, 2007 through June 30, 2008, and contains the following sections:

- Assessment of Regional Housing Needs and Efforts to Remove Governmental Constraints – Annual Housing Element Progress Report (Only a brief summary of the “Annual Progress Report on Implementation of the Housing Element” is included in this report.)
- Agency Initiated Planning Applications
- General Plan Amendments
- Priorities for Land Use Decision Making (Financial Implementation of the General Plan)
- Other Projects During the Reporting Period
- Implementation Program Status Review

REGIONAL HOUSING NEEDS AND REMOVAL OF GOVERNMENTAL CONSTRAINTS

Regional Housing Needs

The Sacramento Area Council of Governments (SACOG) issued its Final Regional Housing Needs Plan on February 21, 2008 in which the City was allocated its “fair share” of the region's projected housing needs by household income group over the planning period from January 1, 2006 through June 30, 2013, a 7 ½ year planning period.

The following table provides an assessment of the City's progress toward meeting its allocation through June 30, 2008. The 156-unit Terracina Spring Lake Family Apartments which provides

affordable housing for 85 very low- and 71 low-income households was completed during the reporting period (July 1, 2007 – June 30, 2008) and was fully occupied in March 2008.

Woodland Regional Housing Need Allocation Addressed Through June 30, 2008

Housing Period	Very Low-Income	Low-Income	Moderate-Income	Combined-VL, L & M	Above Moderate	Total Units
1Jan06 – 30Jun06	0	7	0	7	222	229
1Jul06 – 30Jun07	0	0	13	13	45	58
1July07 – 30Jun08	85	71	0	156	57	213
Total	85	78	13	176	324	500
RHN Allocation	425	266	238	929	942	1871
% of Need Met	20%	29.3%	5.5%	18.9%	34.4%	26.7%

Mitigation of Governmental Constraints:

Land Use Controls – General Plan, Zoning and Municipal Code Amendments

The City revised its downtown parking standards by approving Ordinance No. 1493 on April 15, 2008 to add Section 25-23-15 to the Woodland Municipal Code. The downtown parking standards now use an urban-based model and are intended to encourage and promote investment and the re-use and renovation of historic buildings, enhance the vitality, and encourage mixed use in the downtown. The ordinance reduced parking ratios and the City Council established a parking in-lieu fee on April 1, 2008 through the adoption of Resolution No. 4905.

Growth Controls/Growth Management

No changes occurred in this area.

On/Off Site Improvement Requirements

The City Council approved the submittal of an Infill Infrastructure Grant Program (Proposition 1C) application on April 15, 2008 in the amount of \$4,476,000 for capital improvements to support the mixed use infill City Center Lofts project proposed for 333 Main Street. The three-story project will include 170 condominium units including 17 units affordable for low income households and 35,000 square feet of ground floor retail space.

Development Fees

Affordable projects as well as the affordable units in market rate projects that contain a minimum amount of affordable housing are eligible for a deferral of City Development Impact fees and the waiver of Building Permit and Plan Check fees.

Processing and Permit Procedures

The City Council in November 2007 adopted the 2007 California Building Standards Code, along with other Uniform Codes, that comprise the new Building, Plumbing, Mechanical, and Electrical Codes for the City of Woodland. The codes went into effect on January 1 of this year.

Persons with Disabilities

While changes did not occur in this area during the reporting period, it should be noted that the City's Municipal Code (Section 25-21-85) already contains a Reasonable Accommodation for Persons with Disabilities provision. The provision sets forth a process and set of criteria for reviewing reasonable accommodation requests for persons with disabilities.

Infill Development

The City revised its downtown parking standards by approving Ordinance No. 1493 on April 15, 2008 to add Section 25-23-15 to the Woodland Municipal Code. The downtown parking standards now use an urban-based model and are intended to encourage and promote investment and the re-use and renovation of historic buildings, enhance the vitality, and encourage mixed use in the downtown. The ordinance reduced parking ratios and the City Council established a parking in-lieu fee on April 1, 2008 through the adoption of Resolution No. 4905.

AGENCY INITIATED PLANNING APPLICATIONS JULY 1, 2007 – JUNE 30, 2008

The following is a list of projects undertaken by the City toward implementation of policies and actions in the General Plan. Most of the projects involve studies, plan updates or construction of new community facilities that are either complete or in progress.

Davis/Woodland Water Supply Project

The project would provide treated surface water from the Sacramento River to the Woodland and Davis communities and UC Davis. In November 2007, the City Council adopted and certified the EIR for the Water Supply Project (after the Davis City Council adopted and certified the EIR in October 2007). Completion of an EIR for this project allows the project partners (Woodland, Davis, and UC Davis) to pursue obtaining water rights permits.

Street Improvement Master Plan

The current Master Plan is from 1998, and a major update is in process with anticipated completion in Fall 2008. The Master Plan uses revised traffic counts to update the traffic model, which projects future traffic patterns based on 2020 land use estimates and resulting level of service (LOS), and develops a future project list and evaluates policy considerations.

Community and Senior Center, Sports Park Facilities

Work started this year on the Community Center Phase 2 Project which includes the construction of an 8,000 square foot building for dance, aerobics, and fitness activities. (The existing 52,500 square foot Community and Senior Center opened in March 2007.) Construction also began this year on the Sports Park Phase 1 Project which will result in synthetic multi-use soccer/softball fields with lighting to house the softball programs that occupied Dubach Park. A two-acre dog park located south of the Community and Senior Center was opened in March 2008.

Wastewater Treatment Plant Expansion

The City completed the Wastewater Treatment Plant Stage 2 Expansion, Tertiary Treatment Improvements, and Flood Protection Projects in 2008 at a construction cost of more than \$27 million. The expansion project increased the average dry weather flow capacity of the WWTP from 7.8 million gallons per day (mgd) to 10.4 mgd, the tertiary treatment improvements included the installation of a ultraviolet disinfection system and new cloth-disc filters, and the flood protection work resulted in the construction of levees around the WWTP Mechanical Plant site and Overflow Pond to provide flood protection from a 100-year Cache Creek flood event as well as the improvement of levees around the remaining ponds to protect against a localized 100-

year flood event. Development impact fees funded all of the work associated with the WWTP expansion in order to address new growth.

Yolo County NCCP/HCP Joint Powers Agency (JPA)

The JPA acquires Swainson's hawk habitat conservation easements and serves as the lead agency for the preparation of a countywide Natural Communities Conservation Plan/Habitat Conservation Plan (NCCP/HCP). The countywide HCP/NCCP is in development and the current project schedule anticipates that the plan will be approved in December 2009. The City continues to participate in the Joint Powers Agency formed for completion of the HCP/NCCP and acquisition of Swainson's hawk habitat conservation easements.

GENERAL PLAN AMENDMENTS

Agency Initiated:

No General Plan Amendments initiated by the City were approved during the reporting period.

Applicant Initiated:

The City Council approved a General Plan Amendment (GPA) on April 1, 2008 to change the General Plan land use designation of the 14.47-acre Gibson-Ogden project site from Public Service (PS) to Medium Low Residential (MLRD). The project will result in the construction of 90 residential units including nine units for low income households.

Petitions Accepted:

Pioneer Avenue Retail Project

The Planning Commission accepted a petition in February 7, 2008 to consider a General Plan Amendment (GPA) to change the land use designation for property along Pioneer Avenue from Highway Commercial (C-H) to General Commercial (C-2) in order to construct 26,000 square feet of retail commercial space.

PRIORITIES FOR LAND USE DECISION MAKING (FINANCIAL IMPLEMENTATION OF THE GENERAL PLAN)

The public projects in the General Plan are financed through the City's annual budget and multi-year capital financing plan.

Budget

The budget serves as the City's primary financial document to guide the City Council and staff through the coming fiscal year. It outlines the major priorities and projects that the City will undertake. It reflects staff time for city programs and services, contracts for maintenance and major construction projects, as well as needed materials and supplies. The City's operational expenses were budgeted at \$83.4 million for Fiscal Year 2007 – 08; this included a general fund budget of \$40.9 million.

Citywide Capital Budget

Citywide capital expenditures were budgeted at \$31.9 million for Fiscal Year 2007 – 08. Major expenditures included the expansion of and improvements to the Wastewater Treatment Plan,

expansion of the Community and Senior Center (Community Center Phase 2 Project), and construction of multi-use soccer/softball fields (Sports Park Phase 1 Project).

OTHER PROJECTS DURING THE REPORTING PERIOD

Other projects during this reporting period have implemented policies and actions in the General Plan. Although the City has experienced a slowdown in residential development, major process was made in the economic development area with the opening of Woodland Gateway, a regional commercial center.

- **Woodland Gateway:** The 525,000 square foot freeway oriented commercial center on 55-acre site is located at the southeast corner of CR 102 and I-5. Costco, an anchor tenant, opened on February 22, 2008 and Target, another anchor tenant, opened on July 22, 2008. Building plans have been submitted for Best Buy, Michaels, and In-N-Out Burger. (Note: Target vacated its County Fair Mall store in order to move into a larger location at Woodland Gateway while Burlington Coat Factory, an anchor tenant, will occupy Target's previous location after remodeling the site.
- **Signalization of the south side of the County Road 102/Interstate 5 intersection:** The installation of a traffic signalization improves the level of service at this high traffic volume intersection and supports the efficient flow of traffic for the Gateway Project.
- **Capital Hotel and Saloon.** Construction of the mixed-use project located at the northeast corner of the Main Street and First Street intersection began this year and involves the rehabilitation of and addition to the historic building. Once completed, the project will result in a first floor restaurant, second floor office space, and a third floor with five residential lofts. The City's Redevelopment Agency has assisted the project by funding façade improvements and off-site infrastructure with \$90,000 in grant funds.
- **City Center Lofts:** The mixed-use project, which was approved by the Planning Commission in June 2008, will result in the construction of 170 condominium units and 32,069 square feet of commercial first floor space at a 2.1-acre site located at 333 Main Street. The project will bring the first market-rate residential units to the Main Street corridor of the Downtown Specific Plan area in many years. The City's Redevelopment Agency has submitted a funding application through the proposition 1C Infill Infrastructure Grant Program in the amount of \$4,476,000 for capital improvements to support the project.
- **Opera House Expansion:** The Opera House will undergo a 5,740 square foot expansion to add a children's black box theater and other facilities. The City Council approved the project on July 15, 2008. Building plans will be submitted to the City once the State Office of Historic Preservation approves the project. Project construction will likely begin next year. City assistance for the project includes a grant of approximately \$2,800,000 in Measure E funds and a separate loan guarantee.
- **Casa Del Sol Rehabilitation:** Construction began in June of this year on the 15,000 square foot community center. The project will result in the rehabilitation of a 126-unit mobile home park and the installation of 30 new units with rents affordable to very low, low, and moderate-income households and will include construction and installation of improvements to infrastructure, including roads, water, and sewer.

IMPLEMENTATION PROGRAM STATUS REVIEW

The attached table summarizes the City's efforts in carrying out General Plan implementation programs. The City has made measurable progress toward meeting its extensive implementation programs.

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GENERAL PLAN IMPLEMENTATION PROGRAM		RESPONSIBILITY	TIME FRAME	STATUS
Growth and Development				
1.1- The City shall undertake a study to identify the location of a permanent urban limit line for the east and south. The study shall also identify funding sources for implementing a permanent urban limit line, including mitigation fees for development on Agricultural land.	Community Development Department Planning Commission City Council	FY 02-03	The City began studies of the proposed Urban Limit Line boundaries and Agricultural Mitigation for new development areas, but the City Council decided to end work on the ULL in October 2005. Voters in June 2006 approved a ULL that sets an urban growth boundary.	
1.2- The City shall formally request Yolo County to revise the Woodland Area General Plan Urban Development Policy consistent with the adopted Woodland General Plan.	City Council	FY 02-03	Coordinate with Yolo County on their General Plan update effort. Will likely occur in FY 09-10.	
1.3-The City shall monitor housing growth and regional growth projections and report annually to the City Council regarding the need to take any action on limiting single-family construction in new residential neighborhoods so as not to exceed the growth and housing projections Policy 1.A.7.	Community Development Department	Annually	The City's Growth policy was amended in May 2005. New language added a growth cap of 5000 dwelling units by 2020 in new development areas. Infill development is excluded from the cap. Annual review of growth will be included in this annual report. For 2008, it is anticipated that the growth cap will be minimally affected because of the limited residential growth occurring.	
Residential Development				
1.4 – The City shall monitor available residential land supply and development proposals to ensure that an adequate supply of land in a range of densities is maintained.	Community Development Department City Council	Ongoing	This will be included in the 2008 Housing Element Update.	
1.5 – The City shall review and amend the Zoning Ordinance to reflect the multi-family	Community Development Department	FY 02-03	Multi-family design criteria were included in the Design Standards update	

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development guidelines included in Policy 1.B.8.	City Council		approved on April 6, 2004.
New Residential Neighborhoods			
1.6 – The City shall prepare residential design guidelines to promote walking, bicycling, and transit use and access	Community Development Department	Completed 2001	The City adopted citywide design standards in April 2004 and design standards for the Spring Lake Specific Plan on 9/22/03. Both policies remain in effect and promote walking, bicycling, and transit use and access.
Neighborhood Conservation and Enhancement			
1.7 – The City shall continue to implement the Woodland Improving Neighborhoods (WIN) neighborhood services team to provide for better communication with existing neighborhoods and create an institutional framework for directly responding to neighborhood concerns.	WIN Neighborhood Services Team City Council Police Department	Ongoing	This is a multi-departmental proactive program that targets identified areas in the City to address physical Code Issues/ Public Improvements/ and Crime. The three departments working together on effort include Police, Code Enforcement, and Redevelopment.
1.8 – The City shall provide continuing education, within available resources and in cooperation with local nurseries, for residents regarding tree care and maintenance, particularly for trees with special requirements and problems (e.g. oaks, elms).	Public Works Department	Ongoing	City Tree Maintenance Staff meets with residents when there are questions and may refer them to local nurseries.
1.9 – The City shall promote the development of a community based tree group that promotes citizen action and environmental stewardship through planting and caring for trees.	Public Works Department	Ongoing	The City endorses the Greenprint Plan, works with the local Woodland Tree Foundation, and was awarded a \$31,000 grant from the State in June 2008 to prepare a comprehensive inventory of all public trees within City right-of-ways. The inventory is a key element toward full development of the City's

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GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
1.10 – The City shall institute a sidewalk repair program to identify funding sources for ongoing sidewalk repair and maintenance.	Public Works Department Finance Department	Completed 1998	Urban Forest Master Plan. Sidewalk Repair, Maintenance and ADA Improvements are addressed in every development and capital project. CDBG funds are used to implement sidewalk repair in low income neighborhoods.
1.11 – The City shall investigate methods of enhancing funding sources for ongoing street tree replacements and maintenance.	Public Works Department Finance Department	Ongoing	New City developments are required to form Landscape and Lighting districts, which provide a funding source for City maintained trees.
1.12 – The City shall reinstitute Annual Cleanup Day, whereby the City will provide for free bulk waste collection.	Public Works Department City Council	Completed 1997	The City negotiated a new franchise agreement with Waste Management that covers the period of July 1, 2007 through December 31, 2015. The agreement requires Waste Management to host a free annual Bulky Waste, Universal Waste, and Household Hazardous Waste event for the duration of the agreement. As in past years, this year's event, on April 19, 2008, was held at the Yolo County Fairgrounds in Woodland. The agreement also enables residents to request curbside bulky waste collection from Waste Management for a fee.
1.13 – In conjunction with local organizations, the City shall conduct Arbor Day programs.	Public Works Department Tree Commission	Annually	City assists the Urban Forestry Commission in this effort.
1.14 – the City shall develop and maintain a street tree planting list and planting guidelines. Specific plans and development improvement	Public Works Department Community Development Department	Completed	As part of the Spring Lakes Specific Plan, a comprehensive street tree list and planting guidelines were prepared.

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plans will be generally consistent with the street tree planting list and guidelines and formally approved jointly by the Community Development Department and Public Works Department.	Parks, Recreation, and Community Services		The city's Standard Specifications include tree and shrub planting details. The City has a Master Street Tree Planting List that can be found on the City's web site
Commercial Land Use			
1.15 – The City shall prepare commercial development design guidelines to promote walking, bicycling, and transit use and access.	Community Development Department City Council	Completed 2001	The standards were adopted in April 2004.
Downtown			
1.16 – The City shall seek funding sources to enhance and expand tree planting and landscaping in the Downtown Area.	Community Development Department Public Works Department Redevelopment Agency	Ongoing	This year, the Woodland Tree Foundation planted trees on First Street between Main and Bush Streets.
1.17 – The City shall develop and implement an overall downtown parking strategy, consistent with the <i>Downtown Specific Plan</i> .	Downtown Parking Committee Public Works Department Traffic Safety Committee Community Development Department Redevelopment Agency	FY 07-08	The City revised its downtown parking standards by approving Ordinance No. 1493 on April 15, 2008 to add Section 25-23-15 to the Woodland Municipal Code. The downtown parking standards now use an urban-based model and are intended to encourage and promote investment and the re-use and renovation of historic buildings, enhance the vitality, and encourage mixed use in the downtown. The ordinance reduced parking ratios and the City Council established a parking in-lieu fee on April 1, 2008 through the adoption of Resolution No. 4905.
1.18 – The City shall implement and enforce the	Community Development	Ongoing	The City continues implementation of

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provisions of the Downtown Specific Plan.	Department Public Works Department Redevelopment Agency Woodland Downtown Improvement Association		policies and standards in the Downtown Specific Plan. An update of the plan is anticipated in the FY 08-09 period. Major planning efforts include locating a site with sufficient parking for a multiplex theater and preparation of a site plan for an historic Downtown plaza.
1.19 – The City shall develop and implement an overall safety program for Downtown.	Woodland Downtown Improvement Assn Police Department Community Development Department City Council Redevelopment Agency	FY 03-04	Project on hold as the Property Based Improvement District (PBID) was presented to the City Council in August 2007, but it failed to gain approval. However, the City continues to provide baseline service.
East Street Corridor			
1.20 – The City shall prepare and maintain a specific plan for the East Street Corridor to implement the goals and policies of the General Plan and Redevelopment Agency and promote economic development in Woodland.	Community Development Department City Council Redevelopment Agency.	Adopted 1998 Ongoing	Update of East Street Corridor plan on hold because of budgetary issues.
Landscape			
1.21 – The City shall continue to seek ways to enhance permanent funding sources for the maintenance of street trees and other landscaping.	City Manager City Council Finance Department Parks and Recreation Department Public Works Department	Ongoing	New development areas are required to form Landscape and Lighting districts for ongoing maintenance.
Development of Housing			
2.1 – The City The City shall continue to cooperate with and advise developers in the use	Community Development Director	Ongoing	The Liberty Village, Heritage Village, and Hutchinson Valley developments

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of the P-D Planned Development Overlay Zone to reduce housing costs by utilizing various techniques such as: zero lot lines, cluster development, private streets, higher densities, mixed uses, parking and setback variations and other innovative approaches.	City Manager Planning Commission City Council		were constructed utilizing the P-D overlay.
2.2 – The City shall continue to cooperate with and advise developers in the use of the City's Bonus Incentive Program as contained in §25-21-25 of the Zoning Ordinance. Bonus incentives are available to developers for including lower income units in their projects. Housing projects with 5 or more units are eligible by reserving 20% of the total number of proposed units for lower-income households, 10% of the total number of proposed units for very low-income households, or 50% of the total number of proposed units for qualifying residents (senior citizens of any income level). Condominium conversions that include at least 33% low-income units or 15% very low-income units are also eligible.	Community Development Director City Manager Planning Commission City Council	Ongoing	The Bonus Incentives Ordinance was amended in 2005 in compliance with SB 1818. The Bonus Incentives program assisted with the financial feasibility of the 156-unit Terracina Spring Lake Family Apartments affordable housing project. The project was constructed in the Spring Lake area.
2.3 – The City shall continue to cooperate with Yolo County, other cities in the County, developers and builders and with financial institutions to implement tax-exempt mortgage revenue bonding.	Community Development Director City Council Planning Commission	Ongoing	Mortgage Revenue Bonds were a primary funding source for the developers of the Terracina Spring Lake Family Apartments. City and Redevelopment Agency staff actively work with affordable housing developers interested in multi-family housing bonds.
2.4 – The City shall annually review its	Community Development	Review to be	The City actively pursues applications

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eligibility for various federal and state programs providing assistance to low income and special needs groups and shall submit applications for programs for which the City is eligible, as appropriate.	Director	completed annually	to augment the affordable housing stock of Woodland. HOME funds have been awarded for the Terracina Spring Lake Family Apartments and the Rochdale Grange projects. State HELP funds have been awarded to aid with the rehabilitation and acquisition of the Fair Plaza East apartments.
2.5 – The City shall establish a comprehensive annual housing monitoring program and produce an annual Housing Monitoring Report to determine housing affordability and income levels for all new units built, including those created by the housing market without the use of incentives or mandates. As a part of the Housing Monitoring Report, the City shall also maintain an updated vacant land inventory (including an inventory of potential infill sites), and monitor and evaluate the achievement of the goals, policies, programs and quantified objectives contained in the Housing Element with suggested modifications to the Housing Element as needed.	Community Development Director	FY 2002	The adoption of the Affordable Housing Monitoring Program Policies and Procedures allows the City to monitor affordability agreements of specified affordable properties.
2.6 – The Planning Commission shall hold a meeting each year to review the Housing Monitoring Report and make a report to the City Council.	Community Development Director Planning Commission City Council	Ongoing	The City Council has received and will continue to receive annual Housing Monitoring Reports.
2.7 – The City shall accommodate development of at least an additional 27 units at densities that will facilitate production of housing affordable to moderate-income households by redesignating	Community Development Director Planning Commission City Council	FY 2003; ongoing monitoring of availability of	As of 2006, the City had a sufficient amount of vacant land zoned for multifamily housing to meet its remaining need during the Housing

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sufficient vacant land as Medium Density Residential (MDR). If, at any time, the supply of sites zoned for multi-family housing falls below the quantity of land required to accommodate the City's remaining need for sites to accommodate higher density multi-family housing during the Housing Element planning period, the City shall initiate redesignations and rezonings to provide additional land. The City shall ensure that future sites designated for higher-density housing are large enough to provide for economies of scale in construction and are located near transit stops or arterial streets by maintaining an inventory of potential sites that meet those criteria.		sites	Element planning period.
2.8 – The City shall amend the General Plan text and map to change the density range of the Medium Density Residential (MDR) designation from 8 to 25 units/acre to 8 to 16 units/acre and add a new High Density Residential (HDR) designation that permits densities from 16 to 25 units/acre. Densities greater than 25-units/acre in the HDR zone may be allowed subject to a conditional use permit. All existing MDR-designated land outside of specific plan areas shall be re-designated as HDR.	Community Development Director City Council Planning Commission	FY 2003	The General Plan was updated to allow for 8-16 du/ac in the MDR designation and 16-25 du/ac in the HDR designation. The requirement for a conditional use permit for multi-family projects in multi-family zoned areas has been eliminated. This also applies to projects achieving above 25 du/ac through density bonuses. The Downtown Specific Plan was amended to allow housing densities of 10 – 30 du/ac in the Gateway Revitalization Area.
2.9 – The City shall implement its “scattered sites” policy in the Spring Lake Specific Plan citywide to distribute assisted housing throughout the City.	Community Development Director	FY 2002	The citywide inclusionary housing ordinance states that any new housing project within the City is required to provide affordable units. The City has

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			also amended the ordinance to address problems encountered during the implementation of the Spring Lake Affordable Housing Plan and the CDBG Action Plan.
2.10 – The City shall seek financial assistance from and cooperation with the City of Woodland Redevelopment Agency to provide financing to assist housing construction for units serving very-low, low, and moderate income families and special needs groups using its 20 percent housing set-aside funds.	Community Development Director City Manager City Council Redevelopment Agency Board of Directors	Annually	Revenue received by the Redevelopment Agency in 20% housing set-aside funds is leveraged with other local, State, and Federal funds to assist with the advancement of affordable housing not only in Redevelopment Project Areas but throughout the City as well.
2.11 – The City shall allocate CDBG funds for the provision of new extremely low-, very low-, low-, and moderate-income housing units.	Community Development Director City Manager City Council	Annually	Each April the City Council makes funding decisions as to how the CDBG funds will be allocated. Allocations have been made to the City's Housing Rehabilitation Program.
2.12 – The City shall allocate funds for transitional housing and other special-needs housing.	Community Development Director City Council	Ongoing	From 2003 to 2005 a total of \$89,450 in CDBG funds were allocated to Friends of the Mission for the construction of a year-round homeless shelter in Woodland. An additional \$90,000 in CDBG funds was allocated to this program during 2005 to 2006. This project also received an additional \$65,992 in CDBG funds for the 2006-2007 fiscal year. Construction was completed in fall of 2006. The shelter features a 5,000 plus square foot facility with cold weather shelter area/dining

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			<p>room for over 100 homeless individuals.</p> <p>In 2006-2007, \$38,683 of CDBG funds was allocated to help complete Safe Harbor House. This project added 15 new low-income “supportive housing” apartments for adults with mental illness.</p> <p>During 2004-2005, the City provided \$90,000 in CDBG funds For Phase I of the Cache Creek Lodge Women’s Residential Treatment and Housing Facility. Phase I included the demolition of three structures and construction of a 6,000 square foot building to house services for the women and a 5-plex to house women undergoing drug/alcohol treatment at the facility.</p>
<p>2.13 – The City shall continue to implement §6A-3-30 (Affordable Housing - Incentives) of its Municipal Code that states that the city council may, after review by the planning commission, grant incentives to developers of affordable housing that it deems appropriate, including but not limited to the following: 1) waiver and/or deferral of all or a portion of city development fees; 2) waiver or modification of city development standards; or 3) assistance in</p>	<p>Community Development Director City Council Planning Commission</p>	<p>Ongoing on a case-by-case basis</p>	<p>The City continues to grant density bonuses, regulatory relief, and/or other financial incentives for projects meeting inclusionary housing requirements.</p>

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obtaining such federal, state, or local financing and/or subsidies.			
2.14 – The City shall continue to facilitate the provision of emergency housing. The City shall continue to participate in the countywide Homeless Coordination Project that provides services to the homeless in Yolo County. The Project includes Homeless Coordination and the Cold Weather Shelter.	Community Development Director	Ongoing	The City has maintained its contract with the Yolo County Homeless Coordinator. The City participates in events hosted by the Homeless Coordinator, such as the annual Yolo County Homeless Summit and semiannual homeless count that is required by HUD for Continuum of Care assistance. See 2.12 above.
2.15 – The City shall monitor the HUD Section 8 voucher program administered by the Yolo County Housing Authority. The City shall encourage the Housing Authority to raise its payment standard to 110% of HUD Fair Market Rent (FMR).	Community Development Director	Ongoing	No Action from 2002 to 2007.
2.16 – The City shall adopt a Second Unit Ordinance that meets minimum State standards to encourage the production of infill units.	Community Development Director	FY 2002	The 2004 Second Dwelling Unit Ordinance is in compliance with State standards.
2.17 – The City shall review and, as necessary, modify its parking standards for second units, multifamily units, and mixed-use developments, in order to encourage development of these units. Modifications may include modifying requirements for second units so they only have to provide one uncovered off-street parking space in addition to the parking requirements for the primary dwelling.	Community Development Department City Council	FY 2003	The Second Dwelling Unit Ordinance allows for a reduction in parking requirements and allows for greater flexibility in the siting of a second dwelling unit. The City Council adopted revised downtown parking standards in April 2008 to encourage and promote investment and the re-use and renovation of historic buildings, enhance the vitality, and encourage

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2.18 – The City shall continue to contract for the services of Yolo County's Homeless Coordinator. Program to be funded through Redevelopment Funds and Housing Monitoring Funds.	Homeless Coordinator Redevelopment Agency City Council	Ongoing	The City has maintained its contract with the Yolo County Homeless Coordinator. The City participates in events hosted by the Homeless Coordinator, such as the annual Yolo County Homeless Summit and semiannual homeless count that is required by HUD for Continuum of Care assistance.
2.19 – The City shall require relocation assistance to tenants relocated as a result of removal of housing by the City or the RDA.	Community Development Director Redevelopment Agency	Ongoing as needed	The residents of 42 units in the Heritage Oaks Apartments were relocated by the Redevelopment Agency through the help of CalHFA HELP funds.
2.20 – The City shall continue to enforce the provisions of its Affordable Housing Ordinance (Chapter 6A of the Municipal Code) that require that 10% of all new for-sale units in any residential project consisting of eight or more units shall be affordable to low-income households. For multifamily rental projects with ten or more units, 10% of all new units shall be affordable to low-income households, and an additional 20% shall be affordable to very low-income households. In the alternative, a developer may elect to make 25% of the	Community Development Director	Ongoing	Since 2004, the City adopted an amendment to its citywide inclusionary housing ordinance (Chapter 6A. Affordable Housing). This amendment essentially applied the same inclusionary housing requirements being implemented in the Spring Lake area to the remainder of the City. Any new housing project, for-sale or rental, produced anywhere in the City is now required to provide affordable units, thereby implementing the “scattered

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<p>multifamily rental units affordable to very low-income households.</p> <p>The City shall continue to enforce the provisions of the Southeast Area Specific Plan that require corner lots to provide split-lot duplex housing with an overall goal of providing 10% of the for-sale units affordable to moderate-income households. 25% of multi-family units shall be affordable to low-income households with 10% reserved for very low-income households. To the extent the affordable housing requirements in the Southeast Area Specific Plan differ from the requirements of Chapter 6A, the provisions of the Specific Plan shall govern.</p> <p>The City shall enforce the provisions of the Spring Lake Specific Plan that require that 10% of the units in a for-sale residential project shall be affordable to low-income households. For multifamily rental projects, 20% of the units shall be affordable to very low-income households, and 10% of the units shall be affordable to low-income households. In the alternative, a developer may make 25% of the units affordable to very low-income households. To the extent the affordable housing requirements in the Spring Lake Specific Plan differ from the requirements of Chapter 6A, the provisions of the Specific Plan shall govern.</p>			<p>sites” policy citywide. The Spring Lake Specific Plan Scattered Site Program also requires the development of each market rate unit to pay an “offsite” fee of \$1,100 per unit for R-3 to R-8 zoned parcels. This fee is to be used to assist an additional 74 units of affordable housing in the Redevelopment Agency Project Area.</p>
2.21 – The City shall designate staff time and/or	Community Development	FY 2003	A Redevelopment Manager and two

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funding for the activities of grant writer/affordable housing coordinator. Responsibilities will include applying for housing-related-funding and coordinating housing issues and programs for the City.	Director City Council Redevelopment Agency		Associate Housing Analysts have been assigned by both the City and the Redevelopment Agency to write and manage grants, administer inclusionary housing policies, assist in the management of housing projects, and to coordinate housing activities.
Maintenance of Housing			
2.22 – The City shall continue rehabilitation of substandard residential units using the CDBG program and other available government programs, continue to provide information to all residents regarding available home rehabilitation programs and increase public awareness of self-help and rehabilitation programs through outreach programs.	Community Development Director	Ongoing	The City uses the CDBG Home Rehabilitation Loan Program and the Lead Based Paint Abatement Program. Information regarding rehabilitation programs are available at City Hall and are publicized by the City at various community events.
2.23 – The City shall continue to include funds in its operating budget for building code and blight enforcement programs.	Community Development Director City Council	Ongoing	Code Enforcement's Neighborhood Enhancement Program is funded by CDBG. Voters passed a ½ cent sales tax increase in 2006 to generate funds that will be used to supplement the program.
2.24 – The City shall review its eligibility for Federal and State home repair and renovation programs annually and apply for programs, as appropriate.	Community Development Director	Ongoing	The Redevelopment Agency (RDA) funded housing rehabilitation projects for lower-income households with \$294,198 in CDBG entitlement funds during the period of 2002 to June 30, 2008. In 2008, RDA staff applied for CalHOME funding that can be used for housing rehabilitation. The grant funds have not yet been awarded.

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2.25 – The City shall continue to periodically update the status of housing conditions to determine the need for housing rehabilitation and the removal of unsafe units.	Community Development Director	Ongoing	Housing conditions surveys were updated in 2007. The City also continues to be active in code enforcement activities.
2.26 – The City shall initiate a program to potentially allow existing illegal nonconforming units that meet basic health and safety standards to continue to be used as dwelling units subject to issuance of a conditional certificate of compliance that includes a requirement to maintain affordable rent levels.	Community Development Director	FY 2003	No Action from 2002 to 2007.
2.27 – The City will commit assistance to the renovation and rehabilitation of existing mobile home parks in the East Street Corridor for the purposes of preservation and maintenance of affordable housing for very low, low, and moderate-income households.	Community Development Director	Ongoing	The City has worked closely to assist Community Housing Opportunities Corporation with the Casa Del Sol Mobile Home Park project. Funds were contributed by the City, the Redevelopment Agency, a HELP loan, a HUD Section 108 loan guarantee, CDBG funds, and SACOG's Community Design Grant Program.
Equal Opportunity in Housing			
2.28 – The City shall continue to distribute Fair Housing brochures and booklets indicating what the Fair Housing laws are and where advice, assistance and enforcement activities can be obtained. The City will provide this information to any person who feels they have been discriminated against in acquiring housing within the City and to any housing provider who requests such information.	Fair Housing Specialist	Ongoing	Information such as Fair Housing brochures are published in English and in Spanish and are on display at the Fair Housing kiosk at the City Community Development Department office.

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2.29 – The City shall affirmatively further fair housing by contracting with the Fair Housing Hotline Project provided through Legal Services of Northern California.	Community Development Director City Council	Ongoing	Legal Services of Northern California is contracted by the City to provide the Fair Housing Hotline Project. Quarterly updates are reported by Legal Services of Northern California.
2.30 – The City shall review and amend its Municipal Code as necessary to provide individuals with disabilities reasonable accommodation in rules, policies, practices and procedures that may be necessary to ensure equal access to housing. The purpose of this is to provide a process for individuals with disabilities to make requests for reasonable accommodation in regard to relief from the various land use, zoning, or building laws, rules, policies, practices and/or procedures of the City.	Community Development Director City Council	FY 2002	Reasonable Accommodation for Persons with Disabilities was added to the Municipal Code in 2004 (§25.21.85).
2.31 – The City shall develop measures to encourage developers to use barrier-free design in new housing developments. Such measures could include density bonuses, fee reductions or other incentives. The City shall develop and make available information showing recommended barrier-free design features for residential projects.	Community Development Department City Council	FY 2003	Barrier-free design information from HUD is available from the City. The program educates building and design industries about accessibility provisions of the Fair Housing Act.
2.32 – The City shall facilitate an Annual Fair Housing Open House for rental property owners and various social services organization and agencies to discuss mechanisms to evaluate tenant applications according to fair housing law.	Community Development Director	Ongoing	A workshop facilitated by Legal Services of Northern California was held in April 2006, which allowed both landlords and tenants to get questions answered regarding fair housing.
2.33 – The Community Development	Community Development	Ongoing	Fair housing issues are referred to the

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Department shall refer fair housing complaints to its fair housing consultant for resolution.	Director		Fair Housing Hotline Project for resolution.
Energy Conservation			
2.34 – The City shall enforce Title 24 provisions of the California Administrative Code for residential energy conservation measures.	Community Development Department	Ongoing	In November 2007 the City adopted the 2007 California Building Standards Code including Title 24, Part 6 – Energy.
2.35 – The City shall encourage the continued affordability of both rental and ownership housing by encouraging energy conservation in all existing development. The City will make available an informational fact sheet for distribution which will describe the measures which can be instituted in homes for little cost and will save energy and utility expenses.	Community Development Department Supervising Building Inspector	Ongoing	Information on PG&E's Residential New Construction Program for energy efficiency features is provided at the front counter of the City's Community Development Department. In Fiscal Year 2006-07, the City offered a cash rebate for residents who replaced their existing standard-efficiency clothes washer with a High Efficiency Clothes Washer. Recently, in 2008, a PG&E consultant briefed Community Development Department staff on PG&E's California Multifamily New Homes Program, a program that facilitates energy-efficient design and construction in multifamily housing through design assistance and cash incentives. Staff provided the consultant with contact information for multifamily projects.
2.36 – The City shall apply its energy conservation policies in the Spring Lake Specific Plan citywide.	Community Development Department Public Works Director Supervising Building	FY 2003	The energy conservation policies have not been adopted citywide; however, the California Building Standards Commission approved a "green"

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	Inspector		building code in July 2008. The code imposes new, increased requirements in the areas of energy efficiency, water conservation, indoor air quality, and moisture control. The code will be phased in between 2009 and 2011 for cities and counties. The requirements of the code are similar if not more stringent than the energy conservation provisions of the Spring Lake Specific Plan.
Street and Roadway System			
3.1 – The City shall update and maintain the <i>Street Master Plan</i> consistent with the updated General Plan.	Community Development Department City Council Traffic Safety Commission	Completed 1998 Ongoing Maintenance	Major update currently in process with completion anticipated in Fall 2008.
3.2 – The City shall complete a study of alternatives for completing the SR 113 to I-5 connection, consistent with the updated General Plan.	Community Development Department City Council	Completed 1998	Primary funds for this project will be State and Federal. Caltrans is responsible for the design which is expected to be completed in 2008. Caltrans is in process for right-of-way acquisition. The current project would result in a Northbound I-5/Southbound SR 113 freeway to freeway connector.
3.3 – The City shall update the roads portion of the <i>Major Projects Financing Plan</i> .	Community Development Department Finance Department Traffic Safety Commission City Council	Completed 2002	An update of the revised road master plan is anticipated by Spring 2008.
3.4 – The City shall update its road development	Community Development	Completed	City is in the process of reviewing all

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impact fees consistent with the updated <i>Major Project Financing Plan</i> .	Department Finance Department Traffic Safety Commission City Council	2001	impact fees, including road development.
Residential Streets			
3.5 – As part of the <i>Street Master Plan</i> update process, the City shall conduct a review of local street widths in connection with planning for major new residential areas to identify the circumstances under which the street width within the existing right-of-way may be reduced to promote a more aesthetic and pedestrian friendly residential environment.	Traffic Safety Commission Community Development Department	Completed 1998	Design work on residential street widths were completed as part of the Spring Lake Specific Plan.
3.6 – The City shall investigate methods of providing for street and sidewalk maintenance in existing neighborhoods.	Public Works Department Community Development Department Finance Department Traffic Safety Commission City Council	Completed 2000	As part of the sales tax initiative, H1 funds were allocated for street maintenance and repair. Measure E will continue that funding with approximately 45% of the revenue allocated towards roads. CDBG funds are utilized for sidewalk repair and ADA curb ramps in low income neighborhoods.
3.7 – A part of the <i>Street Master Plan</i> update process, the City shall conduct a review of street design standards and determine the appropriateness of incorporating traffic calming methods into these standards.	Public Works Department Community Development Department	Completed 1999	A Traffic Calming program for residential neighborhoods has been adopted.
Automobile Parking			
3.8 – The City shall work with private property owners and business owners to develop a public-private mechanism for financing the	Redevelopment Agency Community Development Department	FY 02-03	The City Council adopted revised downtown parking standards that reduced parking ratios and established a

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development and maintenance of public parking facilities.	Public Works Department		parking in-lieu fee of \$5,000 per space in April 2008.
Non-Motorized Transportation			
3.9 – The City shall revise the <i>Zoning Ordinance</i> to incorporate bicycle parking standards into its parking requirements.	Community Development Department Planning Commission Traffic Safety Commission	FY 02-03	This element will be included as part of a zoning ordinance update. The City has an adopted bikeway Master Plan.
General Public Facilities and Services			
4.1- The City shall maintain and periodically update the <i>Water Master Plan</i> , <i>Wastewater Master Plan</i> and <i>Storm Drainage Master Plan</i> , based on the updated General Plan.	Public Works Department Planning Commission City Council	As required; Ongoing	Dated updated WMP: 1999 WWMP: 2000 SDMP: 2006
4.2 – The City shall annually review the Major Projects Financing Plan and shall update it every five years.	Finance Department, in conjunction with all departments	Annually; major update every five years.	MPFP update scheduled for Fall 2008; last update occurred in May 2006.
Public Facilities and Services Funding			
4.3 – The City shall maintain and periodically update the <i>Major Projects Financing Plan</i> and update water, sewer, and drainage master plans.	Public Works Department Finance Department City Council	Ongoing	See status for Implementation Programs 4.1 and 4.2.
4.4 – The City will maintain development fee schedules consistent with its updated <i>Master Projects Financing Plan</i> .	Community Development Department Finance Department City Council	Ongoing	The <i>Master Projects Financing Plan</i> was last updated in January 2008.
Water Supply and Delivery			
4.5 – The City shall conduct a study of future water supply alternatives to determine the most appropriate long-term water supply to serve Woodland. This study will include the following components, as deemed appropriate to implement Policy 4.C.1.	Public Works Department		The City completed a Surface Water Supply Feasibility Study for municipal water supply in 2006. Because of wastewater restrictions and future water quality concerns the study found that the City may need to consider changes

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<p>a. Examination of the costs and feasibility of various surface water supplies (e.g. obtaining water rights, transfers, or exchanges) for domestic and/or agricultural use within the Woodland area.</p> <p>b. Consideration of water management programs such as conjunctive use and recharge.</p>			to its supply. As a result, the City has entered a joint project, Davis/Woodland Water Supply Project, with the City of Davis, and UC Davis to fund an EIR to look at water supply alternatives. The City Council adopted and certified the EIR in November 2007.
4.6 – The City shall update the <i>Urban Water Management Plan</i> to include water conservation and management measures, as required by state law. The City shall endeavor to implement projects that have a benefit to cost ratio greater than 1:1. The City shall strive to measure the results of water conservation and management measures that are implemented.	City Council Public Works Department	Completed 2000, every 5-years.	Completed the Urban Water Management Plan in 2005. The City is working toward implementing water conservation measures. Have determined that additional funding will be required to fully implement further water conservation measures.
4.7 – The City shall complete a source water assessment that is consistent with State regulations.	Public Works Department	FY 02-03	Done in FY 02-03
Wastewater Collection, Treatment, Disposal, and Reuse			
4.8 – In connection with the <i>Wastewater Treatment and Disposal Master Plan</i> update, the City will investigate potential nuisance associated with odor at the plant, and will identify and implement buffer zone requirements or operational changes at the plant to address these issues including alternative disinfection procedures.	Public Works Department	FY 01-02 to 04-05	Being done in conjunction with the treatment plant expansion – upgrades to a tertiary system. The City has changed its disinfection process to a UV system rather than chlorination. It has also been found that the tomato processing plant located next to the treatment plan may be contributing to the odors.

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4.9 – The City will undertake a study of the feasibility of the use of reclaimed water through the Wastewater Treatment and Disposal Program.	Public Works Department	FY 01-02 to 04-05	The study has been put on hold and may be considered as part of a future update of the Wastewater Master Plan. The City adopted a Storm Water Ordinance in 2003.
Storm Water Drainage			
4.10 – The City shall implement NPDES Phase II storm water regulations.	Public Works Department Community Development Department Planning Commission City Council	FY 01-02	The City continues to implement the requirements of its Storm Water Management Program to ensure compliance with the NPDES Phase II Municipal Storm Water Permit issued by the State Water Resources Control Board. Year 5 of the program implementation (2007/08) was implemented successfully without any notices of violation of water quality standards.
4.11 – The City shall identify illicit and unapproved discharges and implement corrective measures to comply with state and federal regulations.	Public Works Department Community Development Department	Ongoing	The City continues to identify illicit and illegal discharges to the storm water conveyance system as outlined in the City's Storm Water Management Plan. Identification of illicit discharges is done by visual inspections of the storm water conveyance system. A process to trace illicit discharges has also been established and is adhered to when such discharges are detected.
4.12 – The City shall prepare and adopt a comprehensive storm water ordinance to implement the updated <i>Storm Drainage Master Plan</i> to address the quality and quantity of storm	Public Works Department Planning Commission City Council	FY 02-03 to 03-04	The Storm Water Master Plan was completed in 2006. The City adopted a Storm Water Ordinance in 2003.

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water runoff.			
Solid Waste Collection and Disposal			
4.13 – The City shall periodically review and update the Source Reduction and Recycling Element and evaluate progress in achieving stated source reduction goals.	Public Works Department	Ongoing	The City evaluates progress toward meeting reduction goals by compiling annual totals of solid waste disposal and diversion documented through its Construction and Demolition Debris Recycling Program and by Waste Management. This data is submitted in an annual diversion report to the State pursuant to AB 939 and is reviewed with staff of the California Integrated Waste Management Board.
Law Enforcement			
4.14 – The City shall update the plan for police services based on future development trends. The City shall incorporate necessary service equipment and facilities into the Major Projects Financing Plan.	Police Department Finance Department	Ongoing	Developing funding for radio upgrades as part of the YECA (Yolo Emergency Communications Agency) strategic plan. Additional projects for new/upgraded equipment have been added to the Major Projects Financing Plan.
4.15 – The City shall continue to offer youth service programs.	Police Department	Ongoing	Youth service programs include Drug Abuse Resistance Education, School Resource Officer Program, Youth Services Diversion Program, and Gang Prevention.
Fire Protection			
4.15a – The City shall continue to implement the recommendations in the <i>City of Woodland Fire Department Organizational Assessment and</i>	Fire Department Finance Department	FY 08-09	The City plans to update the Fire MP (adopted 2001) in cooperation with the General Plan update. Key areas include

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<i>Master Plan</i> adopted by the City Council on January 16, 2001. The City shall incorporate necessary service equipment and facilities into the <i>Major Projects Financing Plan</i> .			implementation of Engine Company #5, construction of Fire Station #5 in Spring Lake, development and implementation of the Fire Training Center at Fire Station #3, and the upgrade/replacement of various components in the Fire Department's fleet and facilities.
Information Technology			
4.16 – The City shall designate, within a City department or agency, technology coordination function with responsibility for oversight over communitywide information technology infrastructure development. This department or agency should have sufficient authority to conduct standards planning and enforcement.	City Council City Manager Finance Department Library Board	Ongoing	A Technology Services division has been established under the Finance Department. Payments for City services will be made available online to citizens through the replacement of current financial systems and enrollment in recreational activities provided through the City's Parks and Recreation Department will be made available online also. Anticipated completion of both online projects is July 2009.
4.17 – The City shall study the use of City right-of-way to foster development of a “public utility” telecommunications infrastructure to provide high-speed networking throughout the community, and to make the community attractive to information based businesses.	Public Works Department Administrative Services – Information Services Community Development Department City Manager	Completed 2002	The establishment of a Technology Steering Committee to coordinate efforts in this area has not occurred.
4.18 – The City shall continue to develop and expand the telecommunications program at the Library.	Library Services Department Library Board City Council	Ongoing	The Library's public access network has been expanded to include access to a vast number of databases and information sites. Its online library

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			catalog allows users to search for materials at the Library as well as the public libraries for Sacramento, Folsom, Colusa, and Sutter. Free wireless internet access is available throughout the Library and the Leake Community Room.
Parks and Recreation Development Framework			
5.1 – The City shall prepare and maintain a Park and Recreation Master Plan to identify locations of major parks and recreational facilities, specific criteria and standards for the development of sports and recreation facilities, funding sources for the development and maintenance of parks, recreation centers, and open space resources. This shall include provision for the development of new parks in connection with new development and the development of parks to address existing deficiencies.	City Council Parks, Recreation and Community Services Commission Parks, Recreation and Community Service Department	Completed 1998; update every five years.	Parks and Recreation Master Plan adopted in September 2004. An update of the Master Plan is anticipated to occur in 2009.
5.2 – The City shall adopt the Quimby Act Ordinance which will require developers to dedicate a minimum of five acres of acceptable parkland per 1,000 residents.	Parks, Recreation and Community Services Department Parks, Recreation and Community Services Commission City Council	FY 02-03	The City's Parks and Recreation Master Plan has a stated goal of 6 acres per 1000 residents by 2020. The Master Plan indicated that an additional 277.62 acres are required to meet this goal.
Diversity in Recreation			
5.3 – The City shall conduct regular surveys to determine specific recreation needs of all age groups, the physically and mentally challenged,	Parks, Recreation and Community Services Department	Ongoing	A survey was completed as part of the Parks, Recreation and Community Services Master Plan five year update.

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and special interest groups.	Parks, Recreation and Community Services Commission		
Community Senior Centers			
5.4 – The City shall develop a multipurpose community/senior center.	Parks, Recreation and Community Services Department City Council	FY 01-02 to 06-07	Work started this year on the Community Center Phase 2 Project which includes the construction of an 8,000 square foot building for dance, aerobics, and fitness activities. (The existing 52,500 square foot Community and Senior Center opened in March 2007.)
Child Care Supply and Quality			
5.5 – The City shall review and revise as necessary Zoning Ordinance provisions affecting child care facilities to ensure that they do not pose unnecessary hindrances to the development of child care facilities and to allow on-site child care at commercial and industrial locations when the location is safe for children.	Community Development Department Parks, Recreation, and Community Services Commission	FY 96-97	While a zoning ordinance update has not occurred, to date there are no identified hindrances to provision of child care services in commercial and industrial locations.
Arts and Culture			
5.6 – The City shall develop and adopt an “Art in Public Places” ordinance.	Parks, Recreation and Community Services Department City Council Yolo County Arts Council	FY 03-04	The Community Design Standards require public art in commercial and industrial developments. An Art in Public Places ordinance has been drafted and is expected to be considered by the City Council in Fall 2008.
Community Involvement and Participation			
5.7 – The City shall hold periodic “youth sessions” where issues related to youth are discussed, including participation by the youth in	City Council	Ongoing	The item was discussed, but specific actions, such as appointment of a “student council” member has not

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the development of the agendas for these sessions.			occurred.
Community Diversity			
5.8 – The City shall review all policies to ensure compliance with the open door policy.	Personnel Board Assistant City Manager City Council	Ongoing	Ongoing.
Family and Youth			
5.9 – The City shall continue to hold annual joint City Council Woodland Joint Unified School Board roundtable meetings to allow presentation and discussion of educational issues and concerns.	City Council School Board	Annually	The City Council holds regular 3x2 meetings with the school board.
5.10 – The City shall allocate human and/or financial resources from time to time to provide encouragement and support for learning activities offered to the youth of the whole community by local libraries, museums, youth groups, educational facilities, recreational facilities, and learning centers.	Library Services Department Library Board City Council	Ongoing as needed.	In FY 07-08, there were 7,436 registered cardholders who were 14 years or younger. 2,893 participants attended one or more of the 159 sessions of story time/book club for children. In addition, 2,409 children attended one or more special programming activities (music, puppetry, museums, holiday parties, etc.), and 870 children visited the library for one of 33 tours for classrooms. 232 young adults attended one or more of the 37 regularly scheduled activities (teen advisory group, teen volunteers, Dance Revolution and/or Guitar Hero practice). In addition, 84 teens attended 10 special programming activities such as book club, movie night, game night,

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			science program, and/or poetry workshop. Expenditures for library materials for children and teens during FY 07-08 were \$42,726.
Historic Preservation General			
6.1 – The City shall update the Historic Preservation Ordinance to conform to state and federal guidelines for establishing a preservation ordinance.	Historic Preservation Commission Community Development Department City Council	FY 02-03	Historical Preservation Commission discussed the process for updating the Historic Preservation Ordinance at its August 20, 2008 meeting.
6.2 – The City shall apply for Certified Local Government status so as to enter into agreement with the State Historic Preservation Office (SHPO) in order to have local authority to designate local historic districts, structures, and sites and become more competitive for SHPO grants.	Historic Preservation Commission City Council	FY 03-04	CDD staff met with staff from the State Office of Historic Preservation in July 2008 to discuss Certified Local Government status. It is anticipated that the City will receive Certified Local Government status in 2009.
6.3 – The City shall complete the Historic Resources Inventory for all historically and architecturally significant buildings within the redevelopment area.	Historic Preservation Commission Redevelopment Agency	Completed January 1998	A historic resources inventory has been completed for downtown, but a more comprehensive survey of residential neighborhoods is required. Grant funding assistance may be needed to complete an update of the historic resources inventory.
Economic Incentives for Historic Preservation			
6.4 – The City shall establish a Downtown Historic Preservation District and nominate the District for listing on the National Register of Historic Places. The Secretary of the Interior's <i>Standards for Historic Rehabilitation</i> will serve as the governing design guidelines for	Community Development Department Historic Preservation Commission City Council	Completed 1999	Ongoing, the Historic district is included within the Downtown Specific Plan.

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preservation projects within the District. The City shall encourage property owners to rehabilitate historic buildings within the District and capture the special tax incentives through Federal Preservation Tax Credit program.			
6.5 – The City shall pursue development of a revolving loan fund to assist private commercial property owners with the seismic upgrade of unreinforced masonry (URM) buildings.	Community Development Department Historic Preservation Commission Redevelopment Agency	Ongoing	Assistance for URM masonry assistance is considered on a case by case basis. New second floor rehabilitation financing program now in place. City Council allocated \$600,000 for the program on July 31, 2007.
6.6 – The Redevelopment Agency shall develop funding sources to assist in the provision of technical assistance for the rehabilitation of historic properties in the Redevelopment District.	Community Development Department Redevelopment Agency		Redevelopment funding triggers prevailing wage requirements for construction. However, RDA funds may be utilized to assist in technical studies. Funding has not been allocated for this activity.
6.7 – The City shall establish and maintain a roster of local architects and design professionals who have an interest in historic preservation and would be willing to provide technical assistance to the community as a public service.	Historic Preservation Commission Community Development Department	Ongoing	This is an ongoing process.
Historic Residential Neighborhoods			
6.8 – The City shall review the Zoning Ordinance text and map to consider the relationship of zoning districts to the boundaries of historic neighborhoods. As necessary, the City will revise R-1 and NP zone boundaries for protection of historic neighborhoods. If warranted, the City will downzone in certain residential and transitional areas to protect	Community Development Department Historic Preservation Commission Planning Commission City Council	FY 02-03	Development of the Historic Design Guidelines has not occurred. Consideration of appropriate zoning will be included in an update of the zoning ordinance.

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historic resources.			
Coordination of Historic Preservation Efforts			
6.9 – The City shall designate a Historic Preservation Officer within the Community Development Department who shall coordinate the review of city preservation projects, as necessary, at the local, state, and federal level, and act as staff to the Historic Preservation Commission.	Community Development Department Historic Preservation Commission City Council	Ongoing	The existing code does not designate a Historic Preservation Officer. Evaluation will be considered with review of Certified Local Government provisions. A CDD staff person serves as staff to the HPC.
6.10 – The Historic Preservation Commission shall meet at least once annually with the City Council at a study session to discuss historic preservation progress and goals.	Historic Preservation Commission City Council	Annually	HPC provides an annual report to the City Council.
Historic Education and Awareness			
6.11 – The City shall expand and update the <i>Walking Tour</i> booklet of historic neighborhoods for publication as a community educational resource.	Historic Preservation Commission Community Development Department	Completed; Update FY 02-03	The <i>Walking Tour</i> booklet was updated again in FY 06-07.
6.12 – The City shall establish and maintain an archive of historical and architectural works and documents relevant to preservation in Woodland.	Historic Preservation Commission Community Development Department	Partially completed; Ongoing.	The City does not have a facility that satisfies the criteria for storing historical and architectural works. As a result, City staff is working with the Yolo County Archives.
6.13 – The City shall continue to update the “Historic Preservation Scrapbook” at the Woodland Public Library.	Historic Preservation Commission	Ongoing	Ongoing.
6.14 – The City shall actively participate with other local volunteers in the annual Woodland “Stroll Through History”.	Historic Preservation Commission	Annually	Ongoing.
6.15 – The City shall prepare an annual newsletter regarding historic preservation efforts	Historic Preservation Commission	Annually	The City now publishes an electronic newsletter and provides information on

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and activities and benefits to be sent to owners of historically-designated properties and others with an interest in historic preservation.			historic preservation efforts and activities in the newsletter.
Water Resources			
7.1 – The City shall monitor any activities that may degrade the aquifers of Cache Creek as it affects City water supplies.	Public Works Department	Ongoing	Ongoing.
Fish and Wildlife Habitat			
7.2 – In conjunction with Yolo County and other cities in the county, the City shall adopt the countywide Habitat Conservation Plan/Natural Communities Conservation Plan to mitigate the impacts of projected growth on plant and wildlife habitats in the Woodland area.	Community Development Department Planning Commission City Council	FY 02-03	The countywide HCP/NCCP is in development and the current project schedule anticipates that the plan will be approved in December 2009. The City continues to participate in the Joint Powers Agency formed for completion of the HCP/NCCP and acquisition of Swanson's hawk habitat conservation easements.
Flood Hazard and Protection			
8.1 – The City shall revise the Floodplain Ordinance.	Community Development Department City Council	FY 02-03	Flood modeling is being conducted and the data will be used for the update of the Floodplain Ordinance.
Fire Hazards			
8.2 – The City shall revise and update its Fire Prevention Code every three years.	Fire Department	FY 10-11	City Council adopted Fire Code update in January 2008.
Hazardous Materials			
8.3 – The City of Woodland Fire Department shall perform quarterly exercises with the County of Yolo Hazardous Materials Team to maintain proficiency in hazardous materials response.	Fire Department	Annually	The City has a Hazardous Materials Coordinator and coordinates the WFD involvement in one countywide training exercise annually as well as monthly training in-house. The department continues to develop its hazardous

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Emergency Response			materials response program and integrate it with West Sacramento, Davis, UC Davis, and Yolo County.
8.4 – The City shall conduct <i>Emergency Response Plan</i> training exercises at the management and operational levels on an annual basis to ensure that an adequate plan and program can be activated in the event of an emergency. These training exercises shall be designed to coincide with the beginning of the risk period for known community hazards.	All City Departments	Annually	New exercise date needs to be scheduled. Staff currently certified in ICS-100 (Introduction to the Incident Command System) and ICS-700 (National Incident Management System) and certain personnel trained in ICS-200 (ICS for Single Resources and Initial Action Incidents) and ICS-300 (Intermediate ICS for Expanding Incidents). A limited number of staff trained in ICS-400 (Advanced ICS Command and General Staff – Complex Incidents) and ICS-800 (National Response Plan).
Economic Development and Business Retention/Expansion			
9.1 – The City shall implement the specific actions listed in the <i>Economic Development Strategic Plan</i> for the Retention and Expansion program.	Community Development Department	Ongoing	The City recently designated a new Economic Development Manager dedicated to economic development. Staff is fielding leads for expanding businesses and responding to business retention also.
9.2 – The City and Chamber of Commerce shall continue its monthly visits with businesses to assess the business climate in Woodland.	City Council Community Development Department Woodland Chamber of Commerce	Ongoing	The City will implement a “Business Appreciation” program for regular visits to businesses throughout the City to identify areas for improvement and assess the overall business climate.

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			Visits will include key City staff and Chamber of Commerce Executive Director.
9.3 – The City shall develop a business expansion and retention program on an industry-by-industry basis to open lines of communication between business and local government, market public and private employment training programs, and business assistance services, gather data and identify market gaps that can be filled by new or existing local businesses.	Community Development Department	Ongoing	Current programs include partnering with real estate brokers and use of Woodlandbiz.org website (Woodland Business Prospector), a GIS-based site selection website link. A new program will include Business Appreciation, which is being established through the ED Manager position.
Business Attraction and Formation			
9.4 – The City shall implement the specific actions listed in Economic Development for the Business Attraction Program.	Economic Development Committee of the Redevelopment Agency Community Development Department Chamber of Commerce	Ongoing	See the status provided in Implementation Program 9.3. (Note: The Economic Development Committee has not been established.)
9.5 – The City shall prepare an inventory of vacant industrially and commercially – zoned or potentially redevelopable parcels fronting on major arterial roads and identify areas where industrial or commercial nodes would be appropriate.	Community Development Department	Ongoing	City has developed a GIS query data base for public review of potentially redevelopable and vacant parcels. Staff is coordinating with real estate brokers to list sites and is in the process of developing a shopping center inventory to look at underutilized sites for reuse.
9.6 – The City shall annually evaluate its progress in its economic development efforts and make plans for additional actions for updating and implementing the <i>Economic Development Strategic Plan</i> .	Economic Development Committee of the Redevelopment Agency Community Development Department	Annually	The City is working on the development of a new City website (www.toolsforsuccess.com) to assist existing and new businesses and anticipates the site being available in

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Downtown Economic Development			September 2008. The City is redefining its economic development priorities.
9.7 – the City shall implement the specific actions listed in the <i>Economic Development Strategic Plan</i> for the Downtown program.	Economic Development Committee Community Development Department	FY Ongoing	Multiple efforts including the Economic Development Plan, Redevelopment Implementation Plan and Budget address the Downtown, as well as the Downtown Specific Plan.
9.8 – The City shall implement a retail recruitment and management program for the City's central business district to maintain a competitive Downtown and to retain existing and attract new businesses.	Community Development Department Downtown Improvement Association Chamber of Commerce	Ongoing	The City hired a consultant in FY 04-05 to prepare a Property Based Improvement District (PBID) feasibility analysis which would ultimately improve the downtown services and fund a downtown coordinator. Because PBID was not approved, a Downtown Improvement Association was not formed. ED Manager will work to improve the downtown baseline services in FY 08-09.
Tourism			
9.9 – The City shall implement the specific actions listed in the <i>Economic Development Strategic Plan</i> for the tourism Development Program.	Economic Development Committee Community Development Department Chamber of Commerce	Ongoing	The City partners with the Yolo County Visitors Bureau (YCVB). In 2004, the City established a Visitor Attraction District (Hotel Business Improvement District) where hoteliers were required to assess guests 1%. The City funds its participation in the YCVB with fees received through the Visitor Attraction District.
Administration and Implementation			
10.1 – The Planning Commission shall review	Community Development	Annually	The Planning Commission reviewed the

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the General Plan annually, focusing principally on actions undertaken in the previous year to carry out the implementation programs of the Plan. The Planning Commission's report to the City Council shall include, as the Commission deems appropriate, recommendations for amendments to the <i>General Plan</i> . This review shall also be used to satisfy the requirements of Public Resources Code 21081.6 for a mitigation monitoring program.	Department Planning Commission		General Plan Annual Progress Report (for the period of July 1, 2005 – June 30, 2007) at its March 20, 2008 meeting.
10.2 – The City shall conduct a major review of the <i>General Plan Policy Document</i> and Background Report, beginning every five years from the date of final approval of this <i>General Plan</i> , and shall revise it as deemed necessary.	Community Development Department City Boards and Commissions Planning Commission City Council	FY 01-02; Every five years.	Review expected to occur as part of 10-year General Plan.
10.3 – The City shall investigate and implement, as appropriate, the mechanisms to be used for funding five-year update of the General Plan.	Community Development Department Finance Department City Manager	Ongoing	General Plan update has been included as a project in the Major Projects Financing Plan to receive partial funding from development.
10.4 – The City shall review and amend, as necessary, applicable ordinances and regulations referenced herein to ensure consistency with the General Plan. These shall include the following: a. Zoning Ordinance b. Subdivision Ordinance c. Building Code	Community Development Department City Council	FY as necessary; Ongoing	Revised Subdivision Ordinance will be considered by the City Council in September 2008. The Building Code was updated in November 2007.
10.5 – The City shall implement the provisions of this General Plan through its ongoing project review process.	Community Development Department Planning Commission City Council	Ongoing	Ongoing.

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September 19, 2008

State of California
Department of Housing and Community Development
Housing Policy Development
1800 3rd Street
Sacramento, CA 95811-6942

SUBJECT: General Plan Annual Progress Report

Dear Department of Housing and Community Development:

Please find attached the City of Woodland's General Plan Annual Progress Report for the period of July 1, 2007 – June 30, 2008. The Annual Progress Report was reviewed by the Woodland City Council at its September 16, 2008 meeting and a copy of the Report will be submitted to the Governor's Office of Planning and Research.

Sincerely,

Dan Sokolow – Associate Planner
530-661-5927, Email dan.sokolow@cityofwoodland.org

Attachment

General Plan Annual Progress Report

General Plan/GP Annual Report 1Jul07 - 30Jun08 HCD Cover Ltr 19Sep08

